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ABSTRACT

This booklet is designed to help teachers begin documenting in the classroom and is a supplement to "Windows on Learning: Documenting Young Children's Work." In that book, three "windows" were used to provide a framework for thinking about documentation: a Window on a Child's Development, a Window on a Learning Experience, and a Window for Teacher Self-Reflection. This booklet contains lists, shortcuts, handouts, and forms developed with teachers learning to implement the "windows" approach to documentation in their classrooms. The booklet is organized into five parts. Part 1, "Preparation," provides information that teachers will need to get ready to document. Part 2, "Documentation," provides resources to guide the collection process, and Part 3, "Analysis," assists teachers in focusing reflection and discussion with colleagues. Part 4: "Presentation," provides many forms, samples, and guidelines for displaying documentation in a variety of ways. Part 5, "Using 'Windows on Learning' for Preservice, Inservice, and Graduate Courses," provides a framework for instructors to plan a course of study on documentation. (EV)

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